



PROVINCE OF QUÉBEC
MUNICIPALITÉ RÉGIONALE DE COMTÉ DU GOLFE-DU-SAINT-LAURENT

Language Directive of the MRC du Golfe-du-Saint-Laurent

1. INTRODUCTION

This directive sets out the situations in which the Municipalité régionale de comté du Golfe-du-Saint-Laurent (the “MRC”) may use languages other than French in its oral and written communications, as well as the rules to be followed in such situations.

2. CONTEXT

An Act respecting French, the official and common language of Québec was assented to on June 1, 2022. This Act represents the most significant reform of the Charter of the French language (CQLR, chapter C-11) since 1977.

The Regulation respecting the language of the civil administration and the Regulation respecting the derogations to the duty of exemplarity of the civil administration and the documents drawn up or used in research were made on May 10, 2023 and came into force on June 1, 2023. These regulations apply to the MRC.

On February 22, 2023, the government approved the Politique linguistique de l’État, which sets out the main directions regarding exemplarity. This policy came into force on June 1, 2023 and also applies to the MRC, subject to any specific provisions established by the French Language Commissioner. Under this policy, the MRC must adopt a directive intended in particular for its personnel, setting out the language rules applicable to its activities, as must any other public institution that intends to use a language other than French in certain communications.

3. SCOPE

This directive is made under section 29.15 of the Charter. It applies to the MRC du Golfe-du-Saint-Laurent and its personnel.

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4. DIRECTIVE STATEMENT

4.1 Objectives

The purpose of this directive is to establish a framework for and clarify the guidelines governing the use of a language other than French within the MRC du Golfe-du-Saint-Laurent, in accordance with the provisions of the Charter.

4.2 Reference Framework

1. Charter of the French language (CQLR, chapter C-11) [CFL]
2. An Act respecting French, the official and common language of Québec (2022, chapter 14)
3. Regulation respecting the language of the civil administration (C-11, r. 8.1) [RLCA]
4. Regulation respecting the derogations to the duty of exemplarity of the civil administration and the documents drawn up or used in research (C-11, r. 5.1) [RDR]
5. Politique linguistique de l'État (PLE)

4.3 General Principles

1. The MRC du Golfe-du-Saint-Laurent is a recognized body with bilingual status under section 29.1 of the Charter of the French language.
2. The MRC ensures that its services to the public are available in the official language.
3. The MRC conducts most of its communication activities bilingually, in accordance with sections 23 to 26 of the Charter and the situations described below in which it may use a language other than French.
4. Before using a language other than French, the MRC ensures that the situation is one of those provided for in this directive.
5. The MRC does not undertake to translate documents received from external sources.

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5. SITUATIONS IN WHICH THE MRC MAY EXERCISE ITS OPTION TO USE A LANGUAGE OTHER THAN FRENCH

5.1 In accordance with section 8 of the Charter, the MRC du Golfe-du-Saint-Laurent may draw up, adopt and publish its municipal by-laws in both French and English. In the event of a discrepancy, the French text of such an instrument prevails over the English text.

5.2 In accordance with section 24 of the Charter, the MRC may display signs and posters in both French and another language, with French predominating.

5.3 In accordance with section 26 of the Charter, the MRC may use both the official language and another language in its written documents, the services it provides and its use of technological means, in its name, in its internal communications, and in notices of meeting, agendas and minutes of its deliberative assemblies. It may also use the other language in oral communications without using the official language at the same time, provided that it ensures its services to the public are available in the official language. Within the MRC, persons may use the language of their choice in written communications with one another. However, the MRC must make a French version available at the request of any person who must review the communication in the performance of their duties. Persons within the MRC may also use the language of their choice in oral communications with one another. In the event of a discrepancy, the French text of such an instrument prevails over the English text.

5.4 Exceptions

List of exceptions provided for in the Charter of the French language and its regulations.

5.4.1 Theme 3 - Written and Oral Communications with Natural Persons and Other Communications

a) Where public safety so requires – CFL 22.3

The MRC may use another language in addition to the official language in its communications where public safety so requires.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

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Responding to English-speaking residents who speak only English, particularly in matters of public safety. The MRC must ensure that as many residents as possible understand the information as clearly as possible.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

This presents a challenge because a majority of residents in the MRC's territory speak only English. Signs and notices may therefore be provided in both languages. A French and an English version are always available.

b) Correspondence in English before May 13, 2021 – CFL 22.2

The MRC may correspond or otherwise communicate in writing in English where, before May 13, 2021, the civil administration corresponded only in English with a particular natural person regarding a file concerning that person, for a reason other than the public health emergency.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

Responding to English-speaking residents who speak only English, whether to answer questions, clarify information or provide information about services offered by the MRC to its residents.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

This presents a challenge because a majority of residents in the MRC's territory speak only English. French is used when the resident is French-speaking; otherwise, English is used to provide high-quality service to the population as a whole. French and English versions are always available.

c) Dissemination of Financial Information – RDR 1(3)

The MRC may use another language in addition to the official language when communicating for the purpose of disseminating any financial information it deems necessary for the management of the Consolidated Revenue Fund and the public debt, and for the management of the issue of municipal debt securities.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

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Responding to English-speaking residents who speak only English in order to provide accurate information in the language that best supports their understanding. This benefits both residents and the MRC and helps ensure a clear understanding of the services offered to the public.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

This presents a challenge because a majority of residents in the MRC's territory speak only English. When the resident is French-speaking, French is used. A French and an English version are always available.

d) Budget Speech and Documents of a Similar Nature – RDR 1(5)

The MRC may use another language in addition to the official language to disseminate public accounts, a pre-election report, a report on any special warrant produced in accordance with section 51 of the Public Administration Act, and any other document stating the economic situation of Québec and government revenues and expenditures.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

Responding to English-speaking residents who speak only English in order to promote an accurate understanding of information concerning the services the MRC provides to its residents.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

This presents a challenge because a majority of residents in the MRC's territory speak only English. When the resident is French-speaking, French is used. A French and an English version are always available.

5.4.2 Theme 4 – Signs and Posters

a) Health and Safety – CFL 22

The MRC may display signs and posters in French and another language where health or public safety so requires.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

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Because the local population includes French-speaking, English-speaking and unilingual English-speaking residents, it is essential in health and safety matters to communicate in both languages when required, particularly in specific or urgent situations.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

In health and safety matters, the MRC must ensure that it reaches the entire population. Signs and posters in both languages are sometimes essential.

b) Activities of a Commercial Nature – RLCA 8

The MRC may display signs and posters in French and another language where they relate to activities of a commercial nature, provided that French appears markedly predominant, except:

1° if the sign or poster is displayed on a medium with a surface area of 16 m² or more and is visible from a public highway within the meaning of section 4 of the Highway Safety Code; or

2° if the sign or poster is displayed on or in a public transit vehicle or at its access points, including bus shelters.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

To reach the entire population, signs and posters must also be produced in English. Otherwise, important information and promotional messages will not reach the intended audience—the residents. The purpose is not to target a particular organization, but to ensure that the entire population is properly informed and understands what is happening within its local government, the MRC.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

Signs and posters are produced in both languages where required to achieve specific objectives and promote transparency, but French is always included. This approach respects both the English-speaking and French-speaking populations.

c) Tourist Setting – RLCA 9

The MRC may display signs and posters in French and another language when they are for a museum, botanical or zoological garden, cultural or scientific exhibition, place intended for receiving or informing tourists, or any other tourist site related to an activity, on the premises where

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it is located, provided that French appears markedly predominant within the meaning of the regulation defining the scope of that expression for the purposes of the CFL.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

Our region is known for its distinctive tourist attractions, and the tourism industry is significant, particularly during the summer season, including fisheries and seafood products. Being able to communicate in both languages with tourists and other visitors supports our economy. This can have a meaningful impact, especially because our region is designated as devitalized.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

Here again, the MRC must communicate with people who may speak only English. This includes both local residents and, for example, visitors from Labrador who travel to the region for tourism or to visit family and friends.

5.4.3 Theme 5 - Contracts and Agreements

a) Contract of Instantaneous Performance – CFL 21, RLCA 4(18)

The MRC may attach a version in a language other than French to a contract and related written documents when it enters into a contract of instantaneous performance with a natural person for which:

- no file opening or registration process is necessary;
- the contract is signed in the presence of the parties;
- the natural person has asked that the MRC use another language.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

Local suppliers and contractors may be represented by English-speaking persons, some of whom speak only English. To foster and sustain local economic development—particularly because our territory is officially designated as devitalized—it is essential to retain the option of communicating with local businesses in a business language they are proficient in, especially when technical details are involved.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

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For viable and sustainable local economic reasons, it is essential to conduct business communications with local businesses in both languages. Otherwise, local suppliers and contractors would effectively be excluded and might be unable to fully understand our needs, particularly when those needs are technical.

b) Service Received from a Legal Person or an Enterprise – Not Available in French – CFL 21.12

The MRC must ensure that any service obtained from a legal person or an enterprise is in French. It may make an exception only where services other than those intended for the public cannot be provided in French.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

A proportion of local suppliers and contractors throughout the territory are represented by English-speaking persons, some of whom speak only English. To foster and sustain local economic development—particularly because our territory is officially designated as devitalized—it is essential to retain the option of communicating with local businesses in a business language they are proficient in, especially when services are involved.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

For viable and sustainable local economic reasons, it is essential to conduct business communications with local businesses in both languages. Otherwise, local suppliers and contractors would effectively be excluded and might be unable to fully understand our service requirements.

c) Consumer Contract of Successive Performance – CFL 22.3

A consumer contract of successive performance signed by the MRC may be drawn up in both French and another language in each of the following situations:

- where health, public safety or the principles of natural justice so require;
- to provide services in English to a person declared eligible to receive instruction in English;
- to provide services to bodies referred to in section 95 or to Indigenous persons;
- to provide services to welcome immigrants into Québec society during the first six months following their arrival in Québec;
- to provide services and maintain relations outside Québec;

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- to provide tourist services.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

Local suppliers and contractors may be represented by English-speaking persons, some of whom speak only English. To foster and sustain local economic development—particularly because our territory is officially designated as devitalized—it is essential to retain the option of communicating with local businesses in a business language they are proficient in, especially when technical details are involved.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

For viable and sustainable local economic reasons, it is essential to conduct business communications with local businesses in both languages. Otherwise, local suppliers and contractors would effectively be excluded.

d) Written Document Drawn Up in Another Language – CFL 21.6

A written document related to a contract drawn up only in French may be drawn up only in another language where the MRC agrees and the document is authentic, semi-authentic or has a legal value that would prevail over that of any possible French version.

1. In which cases, circumstances and situations, and for which purposes does the MRC intend to use a language other than French?

To ensure clear mutual understanding between the MRC and the businesses that supply it with goods and services, it is essential to be able to communicate in a shared language that supports cooperation and a precise understanding of the written documents concerned.

2. Which measures or instructions established by the MRC must be observed before a language other than French may be used?

Communication should take place in a language shared by both parties and conducive to mutual understanding. English may therefore be used for this purpose, but not to the detriment of the use of French.

6. ROLES AND RESPONSIBILITIES

6.1 MRC Council



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The MRC Council is responsible for adopting the specific directive concerning the use of a language other than French before it is sent to the ministère de la Langue française.

6.2 Executive Director

The Executive Director is responsible for:

- Preparing the specific directive concerning the use of languages other than French.
- Submitting the directive and any updates to the MRC Council.
- Ensuring that the MRC complies with its obligations under the Charter of the French language.
- Sending this directive to the ministère de la Langue française.
- Ensuring that MRC personnel comply with this directive.

6.3 Staff Members

MRC personnel are responsible for complying with this directive.

7. ADOPTION AND REVIEW

7.1 Review

This directive will be reviewed every five years from the date of its adoption.

7.2 Coming into Force

This directive comes into force on July 15, 2026. It repeals any prior directive that is inconsistent with it.

Daren Jones
Warden

Karine Monger
Executive Director,
Clerk, and Treasurer

NOTICE OF MOTION: On
BY-LAW ADOPTED: On



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COMING INTO FORCE: On
PUBLICATION: On